



Leigh-on-Sea Town Council

67 Elm Road, Leigh-on-Sea, Essex SS9 1SP - Tel: 01702 716288
council@leighonseatowncouncil.gov.uk www.essexinfo.net/leigh-on-sea



Chairman: Cllr Pat Holden
 Vice Chairman: Cllr Carole Mulroney
 Town Clerk: Paul Beckerson

Notice is hereby given that the next meeting of the **Leisure, Foreshore & Environment Committee** of the Leigh-on-Sea Town Council will take place on **Thursday 19th May 2011** at Leigh-on-Sea Town Council, 67 Elm Road, Leigh-on-Sea commencing at 8.00pm.

AGENDA

1. CHAIRMAN'S OPENING REMARKS
2. APOLOGIES FOR ABSENCE
3. DECLARATIONS OF MEMBERS' INTERESTS
4. ELECTION OF VICE CHAIRMAN
5. TO APPROVE MINUTES OF THE MEETING OF THE 21st April & 11th May 2011
6. TO NOTE MEMBERSHIP OF COMMUNITY TRANSPORT SUB-COMMITTEE (Elected at Annual Town Council Meeting)

Community Transport Sub-Committee
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Cllr Margaret Cotgrove, Cllr Donald Fraser, Cllr Pat Holden and Cllr Paul Lawrence Co-opted: Mrs Reta Cocks, Mrs Ruby Frost and Mr B Houssart.

7. WORKING PARTIES

Membership of Working Parties elected last year with remaining Councillors as shown below, convenor underlined:

Farmers' Market Working Party	Town Guide Working Party
1 Vacancy Cllr Donald Fraser Cllr Pat Holden Co-opted: Mrs Elaine Crystal – request co-option <u>Mr David Hammond</u>	1 Vacancy Cllr Donald Fraser <u>Cllr Carole Mulroney</u> Cllr Patsy Ryan
Strand Wharf Working Party	Youth Facility Management Working Party
3 Vacancies Cllr Carole Mulroney Co-opted: Mr David Johnson Mr Peter Dolby – request co-option	3 Vacancies Cllr Pat Holden Cllr Caroline Parker Co-opted: Members from Connexions and Belfairs High School

Leigh Lights Working Party	Leigh Lights Switch-on Working Party
4 Vacancies Cllr Pat Holden Cllr Paul Lawrence Cllr Carole Mulroney Co-opted: Mr David Elcock Mr Peter Monk Ms Gilly Porter	1 Vacancy <u>Cllr Pat Holden</u> Cllr Paul Lawrence Cllr Caroline Parker Co-opted: David Elcock Peter Monk
Carols on Strand Wharf Working Party	Fishing Festival Working Party
1 Vacancy Cllr Margaret Cotgrove Cllr Donald Fraser <u>Cllr Pat Holden</u> Cllr Caroline Parker Cllr John Wren	1 Vacancy Cllr Pat Holden Cllr Paul Lawrence Cllr Caroline Parker Cllr John Wren Co-opted: Mr Peter Dolby – request co-option
Easter Event Working Party	May Day on Strand Wharf Working Party
Cllr Donald Fraser <u>Cllr Caroline Parker</u> Cllr John Wren	1 Vacancy Cllr Donald Fraser <u>Cllr Pat Holden</u>
Good for Leigh Working Party	Old Town Community Group
2 Vacancies Cllr Donald Fraser Cllr Carole Mulroney	3 Vacancies Cllr Donald Fraser <u>Cllr Carole Mulroney</u> Co-opted: Nick James Julie McCartney Margaret Buckey Ian Johnson Colin Sedgwick Paul Gilson

8. TO NOTE ELECTION OF REPRESENTATIVES TO OUTSIDE BODIES (Annual Town Council Meeting)

Southend Community Plan – Cllr Alex Coulson
Leigh Port Partnership – Cllr Richard Herbert
Thames Estuary Partnership – Cllr Michael Dolby
Southend B.C. Events Working Party – Cllr Pat Holden
Olympic Strategy Group – Cllr Caroline Parker

9. EVENTS CALENDER 2011 (* Town Council Event)

Diary of Events for 2011	
Saturday 28th May, 9am - 12pm	Farmers' Market* , Leigh-on-Sea Community Centre
Currently	Leigh in Front*
11th - 18th June	Leigh Art Trail
16th - 19th June	20th Leigh Folk Festival
Sunday, 31st July, 11am - 4pm	Fishing Festival*
TBC - September	Allotments Open Day*
17th - 18th September	Leigh Regatta
Friday, 25th November	Leigh Lights Switch-on*
Saturday, 10th December, 6 - 7pm	Carols on Strand Wharf*

10. ITEMS FOR DISCUSSION

- a) Leigh Lights WP Meeting 21st April 2011 – Report 1894/LLWP (Appendix 1)
- b) Provision of Funding for an Additional Baby Swing (Library Gardens) (Reply from SBC – Appendix 2)
- c) Repairs to Granite Setts in High Street – SBC Response
- d) Town Guide – Update on any progress
- e) Strand Wharf WP – Convene WP to review plans
- f) Potential Event – Diamond Jubilee / Olympics
- g) Request for funding from Leigh Folk Festival (Appendix 3)
- h) Progress on current issues (Appendix 4)
- i) Hadleigh Farm Liaison Group (Olympics) (Report 1895/CP – Appendix 5)
- j) Easter Event Report (Report 1898/CP – Appendix 6)
- k) First Aid Provision (Previously undertaken by Cllr Reta Cox)

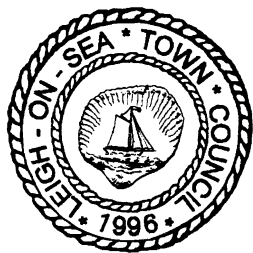
11. OUTSTANDING ISSUES

- Gypsy Bridge Paddling Pool – Monitor for cleaning etc.
- Dredging Leigh Creek – Ascertain current position
- Shelter by Gypsy Bridge – Being re-painted by CPT team
- Paddling Pool signage and markers – Responsibility of LTC to implement
- Litter Bins on Cinderpath – LTC have ambition to see bins installed



Paul Beckerson
Town Clerk
12th May 2011

Any member who is unable to attend the meeting should send their apologies before the meeting.



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Report 1894/LLWP

Leigh Lights WP 21st April 2011

PRESENT: Cllrs: Peter Dolby, Pat Holden, and Paul Lawrence.

IN ATTENDANCE: Paul Beckerson (Town Clerk), Andy Exley (Events and Planning Officer), and David Elcock.

APOLOGIES: Cllr Hilary Davison, and Peter Monk.

The meeting opened at 7.08pm

1. New Bespoke cross road set piece.

The working party agreed on the design of the new bespoke street display "Merry Christmas from Leigh-on-Sea".

2. Quote for the above from Aylesford and additional quotes from McDonalds for columns and Cable Test for re-erection and take downs.

The McDonalds quote is the same, pro rata, as 2010, and it was agreed that McDonalds should be used for the 2011 columns.

The Cable Test quote agrees with their original projection. They completed a good job last year and 2011 is the final year of the 3 year contract.

3. Costs of the above against budget.

The overspend against budget for the new cross street display, columns, re-erection and take down is £272 which is available from elsewhere in the Leigh Lights budget. The working party therefore agreed to accept the Aylesford quote dated 8th April, McDonalds quote dated 31st March/13th April, and the Cable Test quote dated 11th April. This will be reported to the Leisure, Foreshore and Environment Committee for agreement, to take place on 21st April 2011, at 8pm.

4. Position of new cross road and survey with McDonalds and SBC street lighting department.

With the consent of Southend-on-Sea Borough Council and McDonalds the bespoke cross road set piece will be positioned next to lamp post 7, in Broadway West at a right angle to the road.

5. Lighting column inspection by Cortest.

Paul Beckerson will contact Cortest to request the lighting column inspection.

6. Budget.

The budget was reviewed and agreed by the working party.

7. Old lights stored in Elm Road.

Paul Beckerson is to write to Terry Hatton to confirm whether the Leigh-on-Sea Traders Association owns the old lights stored at Leigh-on-Sea Town Council.

8. Letters to traders.

Letters to the traders, are to be agreed by the Chairman of Leigh-on-Sea Town Council and distributed accordingly.

9. Working Party membership post May.

David Elcock and Peter Monk confirm that they wish to continue to be co-opted onto the working Party.

10. Consideration of requesting Lee Mead to perform switch on.

The working party agreed not to use a celebrity for the switch on due to the crowd problems experienced in 2010. Other options are to be considered.

11. Any other business.

Cllr Holden thanked Cllr Dolby for all of his work on the Leigh Lights during his work as a Cllr for Leigh-on-Sea Town Council. Cllr Dolby will be retiring from Leigh-on-Sea Town Council this year.

David Elcock requested that the traders in Leigh Road, outside of the Town Council area, be approached to investigate whether they wanted to fund lights near their businesses.

The meeting closed at 7.46pm

Email from Ian Brown – Appendix 2

Thanks for the e-mail.

I would certainly agree that Leigh Library Gardens is a very popular park and a busy playground. The major problem with installing another swing is the size of the site: there isn't the room for another swing in the playground. The issue is not just the area for the equipment but also the free area around the swing.

I am reasonably sure we pruned the shrub by the memorial stone just before the Royal wedding but I will check and arrange any work necessary.

Regards
Ian

Ian Brown
Parks Management Officer
Culture

Adult and Community Services

Email 26th April 2011

The Chairman
Leigh Town Council

Dear Pat,

In the past Leigh Town Council have been most generous in their support of the Leigh Folk Festival and I should like the Council to consider helping us once more with a donation towards the running costs.

This year marks the 20th Anniversary of the Leigh Folk Festival and the committee of unpaid volunteers has been working hard since last June to ensure this is the best ever festival.

However, it would appear that changes to the way in which Southend on Sea Borough Council operates means they no longer recognise the festival's charitable trust status and are proposing to make a 100% charge for the costs relating to road closure and resulting loss of parking revenue. Council officers have so far been unable to confirm accurate figures but we estimate this charge could well be between £2,000 and £3,500.

Any assistance from Leigh Town Council would be gratefully received.

Thank you in advance for your continuing support of the country's largest free folk festival.

Yours sincerely

Tony Prior
Chairman

Leigh Folk Festival Association
60 The Ridgeway, Westcliff on Sea, Essex SS0 8NU
Telephone 01702 715111

**COUNCIL AND COMMITTEE DECISIONS FOLLOW UP RECORDS
LEISURE, FORESHORE & ENVIRONMENT COMMITTEE**

Date of committee	Minute No. and Subject	Action Required	Date actioned and by whom	10 working day deadline	Response Received	Date of report to committee
17/03/11	59d Request for signage Two Tree Island	Contact SBC email Followed up email to Cheryl Hindle	28/03/11 PB 11/05/11 PB	11/04/11 04/06/11		
21/04/11	65 Refer back min 6 CTSC	Email to VC	11/05/11 PB	23/05/11		
21/04/11	66d Town Guide	Place order with LAP	10/05/11 AE	20/05/11		
21/04/11	66e Granite Setts Pointing	Email to AM to request they take action – Out of Office until 16/05/11	11/05/11 PB	26/05/11	11/05/11	19/05/11
21/04/11	66e Event for Olympic Days	Email to AE to pursue ECC not interested 11/05/11	11/05/11 AE	21/05/11		
21/04/11	66g Leigh Lights New Display	Orders to Suppliers	11/05/11 PB	21/05/11		
21/04/11	66h Provision of Swing	Contact SBC to investigate – email to Ian Brown	11/05/11 PB	21/05/11	11/05/11	19/05/11
21/04/11	66i Old Leigh Regatta Funding	Write to confirm contribution	11/05/11 PB	N/A		



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Report 1895/CP

Hadleigh Farm Liaison Group (Olympics 2012)

Meeting held on the 11th May 2011

At the last meeting I attended, the main topic of discussion was Transport Management, both for the rehearsal in July 2011 (of the mountain bike event) and the actual Olympic event itself in August 2012.

We had major representatives from LOCOG (London Organising Committee Olympic Games) attending the meeting at Castle Point Borough Council last week. There will be 130 athletes from 40 – 50 nations; they will have their own national technicians with them. For the test event they are expecting 5,000 spectators and for the actual "Olympics" 20,000 people. The object is to keep traffic moving throughout the area and I was informed (from one of the many questions I asked) the mountain bike event is the only event conducting full traffic management plan – Cllr Stephen Castle, Essex County Council and Cabinet Member for Education and 2012 games.

LOCOG are hoping at least 50% of spectators will come by rail thereby arriving at Leigh Station, 35% by road for which Waterside Sports car park on Canvey is the designated car park for the event. The traffic lights along the A13 at Hadleigh will be reprogrammed / adjusted to cope with the onslaught of extra traffic in the area on 31st July 2011 and 11/12 August 2012. Road junctions I queried There will be stewards at all major turning points leading to the venue at Hadleigh Farm, from the London Road southwards, encompassing an area of 6 miles I was told.

There will be an 8am – 6pm clearway parking in the Hadleigh area and residents within a 1 to 2 mile radius will be issued with parking permits within the zone.

Incidentally those spectators arriving for the mountain bike event will be able to catch a free shuttle bus from Leigh Station up Thames Drive, along London Road, down Park Chase (first road on your left as you go into Hadleigh) then past "Zion House" and into the lower end of Castle Lane, where they will alight and walk the rest of the way. The bus will then proceed up Castle Lane and back through Hadleigh to Leigh.

This will be a world class event in a unique setting, with lovely views. There will be 130 male and female riders from 30 top ranking nations. The course is 5.1km so obviously there will be multiple laps. I have had a walking tour of the course and it is amazing!

This concludes my report on the Olympic meeting at Castle Point BC there were about 25 in attendance mainly Essex CC and LOCOG. The whole project came across (as always) as well-thought-out and planned and every issue I've brought to their attention over the last two years has been addressed (take note Southend BC).

We now need to do something constructively about Leigh Station to smarten it up for those thousands of international spectators!

Cllr Caroline Parker 16th May 2011



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Report 1898/CP

Summary / Report on Easter Event 2011

As some of you may be aware the third Easter Event staged by Leigh Town Council was a huge success once again. The weather was brilliant – a summer's day in fact – which contributes 50% to any outdoor event.

Families with children were queuing for the egg-hunt (organised by David Elcock) before we even opened and they kept pouring in in their hundreds. The Leigh Times reporter estimated a couple of thousand (2,000) people must have attended during the afternoon and the feedback had been tremendous.

The entertainment commenced with Punch and Judy, followed by the amazing 'Caza' and her Adventures in Wonderland. Then the ever popular 'Easter Bonnet' parade, with repeat performances by Punch & Judy and Caza.

All stalls reported they did a roaring trade (most were from the Leigh area and as this was a children's event most stalls were child orientated. The Leigh Lions B.B.Q. and Ice Cream van sold out! The 3 Bouncy Castles were as popular as ever with continual queues throughout the afternoon, as were the Face Painters.

The Deputy Mayor, his wife, the Youth Mayor and Deputy, plus David Amess graced us with their presence and along with Lyanne (Paul's partner) judged the 'Easter Bonnet' Parade. We did have some great prizes this year courtesy of: Adventure Island, Leigh Toy Fair and Leigh Print. Waitrose supplied the bulk of our Easter Eggs aided and abetted by Cadburys and the Co-Op. (Try and support these companies, as they support us).

My personal thanks go out to all the Councillors who lent a hand and much more on the day: Pat, Carole, Bill retd., Peter retd., Donald, John, Mike, Paul and special thanks to Alex Coulson, who had not even been elected then but still came along and assisted. Thanks also to my four daughters Sharon, Cheryl, Tricia and Virginia plus two of my granddaughter, Alexandra and Roxanne for their help with the decorations, poster signage, assisting with Easter eggs, lost children, bouncy castles, litter picking and general to-ing and fro-ing.

And last, but by no means least, Andy who is not only a joy to work with but is efficient, reliable, dependable and kept me informed and up to date on proceedings throughout the planning of the event. Thank you Andy

Here's to the next one!

Caroline Parker

E.E.Summary 17-05-11